



Issuance Date: August 6, 2018

What's New?

Policy Inquiry Data Review

The Office of Policy and Regulatory Development received a total of fifty-seven inquiry calls and emails related to the Department's Policies and Procedures. This office reviewed the inquiries from April through June 2018 and have compiled them into the [Policy Inquiry Data Review](#) report.

This office will continue to review data on a quarterly basis and provide the report on the Office of Policy and Regulatory Development's Intranet site.

Policy

- [DCF-IX-A-1-200](#), **Capturing and Reporting of Software Expenditures:** This issuance ensures DCF's compliance with the requirement to capture and report software expenditures in accordance with the Capitalization policy contained in circular 11-18-OMB.

What's Revised?

Forms

- [Form 14-209](#), **Application for Reimbursement for Non-Recurring Adoption Expenses in the Adoption of a Child with Special Needs:** The

date has been revised on the instructions and the form has been updated to include the new adoption subsidy Regulations. The phrase “child with special needs” has been added to replace the phrase “special needs child.” The additional subsidy eligibility criteria stating the child “has suffered child abuse or neglect that resulted in out-of-home placement by the Division” has been included in the revised form.

- [Form 14-219](#), **Basis for Subsidy Eligibility**: The link to the form is now working.
- [Form 15-14](#), **ISS-USA – Child Travels Overseas Form**: The e-mail address to the DCF International Liaison was updated.
- [Form 22-26](#), **NJ CP&P Family Risk Reassessment (In-Home Cases)**: An error in the masthead was corrected.

Click [here](#) to view *Policy Updates*

If you have any questions, please contact the Office of Policy and Regulatory Development at policy@dcf.nj.gov or 609-888-7030.